

**Nasonville Fire District  
2577 Victory Highway  
Nasonville, Rhode Island 02830**

**May 13, 2014**

**1. Call to Order:**

Chairperson Janet Raymond called the operating committee meeting to order at 7:07PM.

**Members present:** Board Members: Janet Raymond (Chair), Gerry Lapierre, Jen Zuba (8 p.m.), Paul Wright, Bettie Hatzell, Dick St. Sauveur. Other district members: Chief Gus Eddy, John Mainville, & Ron Lapierre (7:10 p.m.)

**Members not present:** Renee Boiteau

**Opening Statement**

To the best of our ability we are conducting this meeting in a truthful and proper manner for the residents of the Nasonville Fire District.

**2. For the good and welfare of the district.**

There was nothing to report.

**3. Receive the Tax Collector's Report**

The total deposits for April were \$12,795.64 and thus far the total deposits for May were \$4,492.45. Our year-to-date total tax collection of \$277,261.96 through April 30<sup>th</sup>. Presently we have collected 86.46 of our budget. We will be preparing our district tax sale on either 9/12 or 9/19 & 90 day notices must go out the 1<sup>st</sup> week of June. There is an insurance premium bill that we will be receiving shortly from last year. Apparently the trust did not bill us last year and so this year we will take a double hit on our budget. A motion was made by Paul Wright to accept the tax collector's report and seconded by Dick St. Sauveur. All members approved the motion and the motion was passed.

**4. Receive Chief's Report**

**April 2014 Chief's Written Report**

**Truck Maintenance**

Tanker 33 two dump valve shoots are fixed. New England replaced switches Engine 31 has issue starting Batteries checked turned out the shore lines with burnt out

**Fire Training**

Training is going well starting to hold in house when I am available. I have submitted training request for the national fire academy. This year's weekend will be on July 11 and 12.

**Rescue billing**

We are going to be switching to Image tread free for the first year and \$400.00 every year after. We are still having with Purvis. I will be working with the paid staff and the EMT's in getting this done ASAP .

**Alarm Date between {04/01/2014} and {04/30/2014}**

**001 OAKLAND-MAPLEVILLE FD**

Mutual aid received	2
Automatic aid received	5
Automatic aid given	19

Total 001 26

**002 HARRISVILLE FD**

Mutual aid received 1

Mutual aid given 1

Total 002 2

**004 PASCOAG FD**

Automatic aid given 1

Total 004 1

**007 NORTH SMITHFIELD FD**

Mutual aid given 5

Total 007 5

**Total Incident Count 50**

Gerry Lapierre had questions for the chief regarding his plans on the training process. A motion was made by Dick St. Sauveur to accept the Chief's report and seconded by Gerry Lapierre. All members approved the motion and the motion was passed.

**5. Receive Fire Marshal Report**

To: Chief Augustine Eddy

April 30, 2014

From: Norman D. Mainville, RI ADSFM

Re: Inspection Report for April 2014

During the month of April, 2014 there were four (4) residential smoke/CO inspections conducted for a total of two (2) residential title change(s) within the fire district. One plan review completed for an addition (residential).

The report for 1160 Mt. Pleasant Road (aka Compton Products) was completed early in the month and forwarded to the state fire marshal's office for review prior to serving to the building owner. The state marshal supported the document, no adjustments were needed. On April 7<sup>th</sup>, notice of violation was served and on April 14<sup>th</sup> I met with the building owner in regards to our findings. The building owner did not agree with all violations that were found and advised he would be seeking to petition the State Fire Safety Board for variances and time extensions. I explained the process to him and he stated he understood. The office manager was also briefed on the process and advised to call when further assistance was needed in regards to completing the paperwork. A one-week deadline notice was given (courtesy notice) and it appears that the attempt to show miscommunication will begin. I can assure you that our file is complete and will remain as such.

The annual inspection report for 2692 Victory Hwy (Uncle Ronnie's Restaurant) was completed and notice of violations was served. I did meet with the building owner in regards to our findings. Only minor deficiencies were found as initially noted.

The report for the final fire alarm acceptance test was completed for 50 Old Mill St (AKA Atlas Pallet) and delivered with a minor issue noted. Also during the month, I completed a follow up inspection in regards to outstanding violations including the fire alarm deficiency – All was corrected. I also was able to complete an annual inspection at the same time. I am happy to report that there was only one minor issue found (a sign needed to be moved) after reviewing the entire building completely one final time. This building should be considered 100% compliant in regards to the minimal fire safety standards set.

The annual inspection report for 610 Douglas Pike (Western Hotel) has been completed, I am still awaiting a time to meet with the building owner (mostly due to my schedule). This report is long overdue and we will work with the building owner in getting any violations corrected.

As you are aware, St. Theresa's Church is updating their fire alarm system. I have met with the installer and I am hoping that the system will be 100% compliant by the end of May.

I am happy to report that we are up to date in regards to outstanding reports and I will begin inspecting buildings that have not yet been inspected. I will also continue to conduct follow up inspections as needed.

As always, I remain ever available for any questions or concerns you may have.

Respectfully Submitted,

Norman D. Mainville

RI Assistant Deputy State Fire Marshal

Attachments: May Event Log

**Norman Mainville**

**April 2014 Report**

**DATE:**

**EVENT:**

4/4/2014	Smoke/CO Inspection - 1880 Douglas Pike - Failed
4/4/2014	Completed report for 1160 Mt. Pleasant Rd - Compton Products. Forwarded to State Fire Marshal's office for review.
4/4/2014	Received notification from State Fire Marshal's office that report was accepted for 1160 Mt. Pleasant Rd - "OK" to serve notice of violations
4/5/2014	Smoke/CO Inspection 154 Benedict Rd - Failed
4/5/2014	Smoke/CO Inspection 1880 Douglas Pike - Passed
4/7/2014	Report completed for 2692 Victory Hwy - Uncle Ronnie's. Meeting time pending.
4/7/2014	Notice of violation served to 1160 Mt. Pleasant Rd. Attempt to meet with building owner - not present for scheduled time of appointment. Rescheduled
4/9/2014	Report completed for 50 Old Mill St - Atlas Pallet - Final Fire Alarm Acceptance Test - one minor deficiency.
4/9/2014	Plan review completed for 1250 Douglas Pike - addition
4/9/2014	Notice of violation served to 50 Old Mill St.

4/12/2014 Smoke/CO Inspection 154 Benedict Rd - Passed

4/14/2014 Meet with building owner of 1160 Mt. Pleasant Rd - Compton Products in regards inspection report and the appeal process.

4/14/2014 Report completed for 610 Douglas Pike - Western Hotel - Minor deficiencies

4/15/2014 Meet with building owner of 2692 Victory Hwy - Uncle Ronnie's in regards to inspection report.

4/30/2014 Annual and follow-up inspections conducted at 50 Mill St (aka Atlas Pallet) all deficiencies for the follow-up inspection corrected. Minor deficiencies noted for the annual.

4/30/2014 Communicated with State Fire Marshal's office in regards to 1160 Mt. Pleasant Rd status. A one week deadline notice was issued in regards violations being corrected or application for variance submitted. -Ongoing-

A motion to accept the Fire Marshal's report was made by Paul Wright and seconded by Gerry Lapierre. All members approved the motion and the motion was passed.

#### **6. Approve minutes from the previous month's meeting**

The minutes from April's month district meeting and the April Special meeting were submitted for review. A motion to accept these minutes was made by Dick St. Sauveur and seconded by Paul Wright. All members approved the motion and the motion was passed.

#### **7. Consider, review, and approve Bills & Receipts**

Gerry Lapierre had a question for the chief on one of the bills this month which was for training. All the bills were reviewed and a motion was made by Jenn Zuba to pay the monthly bills. It was seconded by Paul Wright. All members approved the motion and the motion was passed. .

#### **8. Receive the Treasurer's Report**

##### **Account Balance Sheet as of April 30, 2014**

##### **"NFD Budget Report for period 10-1-2013 to 9-30-2014."**

##### **Income FY 2014: Actual Income YTD:**

	<b>NFD Budget Report</b>	
<b>INCOME</b>		
	3rd Party Billing	\$53,301.70
	Paid Detail	\$9,478.00
	75 Anniversary (Calendar Ad)	(\$420.00)
	Interest Income	\$212.32
	Tax Collection	\$281,191.63
	Tax Collection Adds	\$0.00
	Tax Collection Recording Fees	\$0.00
	Tax Collectiion Postage	\$0.00

	Tax Collection Title Company	\$0.00
	Total Redemption	(1,697.18)
	Total Tax Collection	\$279,496.45
	<b>Total Income</b>	<b>\$342,066.47</b>
<b>EXPENSE</b>		
	Total Building Expenses	\$16,201.69
	Total Capital Expense	\$400.00
	Total Firefighting Expense	\$5,718.75
	Total Operating Expense	\$41,440.26
	Total Paid Coverage	\$144,536.85
	Total Rescue Expense	\$7,307.96
	Total Stipends	\$15,500.00
	Total Utilities	\$6,189.76
	Total Vehicle	\$13,169.46
	<b>Total Expenses</b>	<b>\$250,464.73</b>
	<b>Overall Total</b>	<b>\$91,601.74</b>
<b>ASSETS</b>		
	<b>Cash &amp; Bank Accounts</b>	
	BOA Business Economy Chk 2230	\$4,277.82
	Navigant 2002-00 savings	\$23,660.59
	Navigant 2010 01 checking	\$7,794.15
	Navigant 2028-02 3rd party	\$24,813.16
	Navigant 5132-10 Rescue	\$138,174.68
	<b>Total Cash &amp; Bank Accts</b>	<b>\$198,720.40</b>
	<b>Other Assets</b>	
	District Station Assets	\$532,900.00
	Rescue 3rd party A/R	\$185,379.77
	Taxes in Arrears Prior Years	\$17,606.90
	<b>Total Other Assets</b>	<b>\$735,886.67</b>
	<b>Total Assets</b>	<b>\$934,607.07</b>
	Liabilities	\$0.00
	<b>Overall Total</b>	<b>\$934,607.07</b>

Ron explained that we have quite a few bills to pay in May and we need to watch the budget from now until the end of our fiscal year. Regarding the tax collections totals, Ron reported that he & John tie out. Ron passed out payroll reports from 2013 and we are over the 24 budgeted hours for paid employees. This could potentially impact our insurance premium. Also, we will be getting a refund from the government because our payroll company has been deducting for FUTA and we are exempt from that deduction. Gerry Lapierre made a motion to accept the Treasurer's report and was seconded by Jenn Zuba. All board members approved the motion and the motion was passed.

## 9. Old Business

- 3rd Party Subcommittee Update-Janet Raymond
  - The total collections for April were \$13,810.51 which is an increase from the last couple of months.

- Building Maintenance-Dick St. Sauveur  
-Lighting-There were lighting issues that have been repaired in the bays..
- Updated Department List/Roster-Gerry Lapierre  
-This item was tabled from last month and we have just been given an updated roster and equipment list.
- Fire Marshal's Inspection fees-This will need to be tabled again so that the Treasurer of the NFD business end can get the totals.
- Interim District Clerk Appointment-Janet Raymond  
-Gerry suggested that we advertise for this position. Bettie Hatzell to put a job description and requirements in writing to give to Gerry for advertising.
- Hiring Committee Update-Gerry Lapierre  
-The job description has been updated with minimum qualifications specifying the changes with the Agility Test to be completed within the first year of employment. The Hiring Committee had four candidates and interviewed three candidates-1 from outside and 2 in-house candidates. One of the outside candidates never responded back to calls Gerry made about his interest in a position. The committee has had the opportunity to interview Mr. Don Van Vost and has received copies of all his qualification paperwork. We also interviewed Marlena Pariseau who is one of our in-house candidates and who has the qualifications. The other in-house candidate, Mr. Josh Sutherland, we have not been able to schedule for an interview as of yet; however we would like the board members to allow the committee to hire Mr. Sutherland once we have interviewed him and feel he is qualified for the position. Gerry provided all the paperwork on all three candidates for the board to review keeping in mind that they will need drug testing & BCI checks done. The Hiring Committee is recommending we hire all three candidates to fill hours that are available. Lengthly discussions ensued regarding the timeframe for training these candidates. A motion was made by Jenn Zuba to hire all three candidates and was seconded by Dick St. Sauveur. All members approved the motion and the motion was passed.
- Convene to Executive Session pursuant to RI Gen Laws 43-46-5 (a) (1)-(10)-Janet convened into Executive Session pursuant to RI Gen Laws 43-46-5 (a) (1)-(10) at 9:02 p.m. A motion was made by Jenn Zuba to convene and seconded by Dick St. Sauveur. All members approved the motion to convene into Executive Session and the motion was passed. The board returned from Executive Session at 9:36 p.m. with two votes taken. One vote was based on the chief maintaining his position in Nasonville as chief. The vote was unanimous. The second vote was the chief maintaining his position on the negotiating team and the vote was 5 yeas and 1 nay.

## **10. New Business-None**

## **11. Adjournment**

There being no further business, Paul Wright made a motion to adjourn at 9:38 p.m. and Gerry Lapierre seconded the motion. All members approved the motion and the motion was passed.

Respectfully Submitted

Elizabeth A. Hatzell  
Acting District Clerk

